FLORA PUBLIC LIBRARY BOARD MEETING

MONDAY, DECEMBER 12, 2022

CALL TO ORDER: President Maralee Johnson called the meeting to order at 7 p.m. on Monday, December 12, 2022

RECOGNITION OF VISITORS: None

PRESENT: Jon Akers, Karen Briscoe, Robbin Dickey, Joe Gilliland, Maralee Johnson, Doug Mack, Rebecca Stocke, and Kari Warren as well as Director Donna Corry. Absent: Joe McCoy

CORRESPONDENCE: None

APPROVAL OF MINUTES: A motion was made by Doug Mack to accept the minutes as presented. The motion was seconded by Jon Akers. The motion passed unanimously.

TREASURER’S REPORT:

 -Review of financial reports and bank statements.

 A motion to accept the treasurer’s report, as presented, was made by Rebecca Stocke and seconded by Kari Warren, and passed unanimously.

LIBRARY DIRECTOR’S REPORT:

-Comments on reports
 -The Friends of the Library gave us a $2000.00 donation
 -The investments increased in November
-I am thrilled to report that the Clay County Genealogical Society came and took the Flora Newspapers!!!
-We have done two payrolls through ADP. Jeremy Henderson helped me with the journal entry for QuickBooks. We are still working out some quirks and procedures. My online website for ADP still doesn’t give me access to past payrolls.
-Robin Brooks, who now works at Clay County State Bank in Louisville, is doing the children’s program. She is reading and singing some songs with the kids. We are putting together a treat bag with coloring page and bookmark. The Bank is donating some juice boxes that will go in the bag too.
-Dr. Chung’s Christmas program was well attended. There were 39 adults and children.
-We will be hosting the gingerbread house viewing and voting that is usually done at the depot. The houses were done by the Flora High School Foods class. The display starts tomorrow and ends Jan. 4.

COMMITTEE REPORTS: None

PAYMENT OF BILLS: A motion was made by Robbin Dickey and seconded by Doug Mack to approve payment of the bills. The motion passed unanimously.

UNFINISHED BUSINESS: None

NEW BUSINESS

* FY2023-2024 – Budget Draft was presented and discussed. Will revisit at the next meeting to see if further information is available.
* Closing dates for the 2023 year were presented. After perusal and discussion, Joe Gilliland made a motion to accept the Closing dates as presented and discussed -with Rebecca Stocke seconding the motion. The motion carried.
* The Personnel Policy – Final Reading was presented and reviewed. Kari Warren made a motion to accept the policy as presented and Karen Briscoe seconded the motion. The motion passed unanimously. The new Personnel Policy will take effect on Jan. 1, 2023.
* The Equal Opportunity Employment Policy was presented, reviewed and discussed. As this was the final reading, Joe Gilliland made a motion to approve the policy as presented. The motion was seconded by Doug Mack. Motion carried.
* The Disposal of Surplus Property Policy was presented, reviewed and discussed. As this was the final reading, Joe Gilliland made a motion to approve the policy as presented. The motion was seconded by Doug Mack. Motion carried.
* The Collection Development Policy was presented, reviewed and discussed. As this was the final reading, Joe Gilliland made a motion to approve the policy as presented. The motion was seconded by Doug Mack. Motion carried.
* The Gifts and Memorials Policy was presented, reviewed and discussed. As this was the final reading, Joe Gilliland made a motion to approve the policy as presented. The motion was seconded by Doug Mack. Motion carried.
* The Reference Service Policy was presented, reviewed and discussed. As this was the final reading, Joe Gilliland made a motion to approve the policy as presented. The motion was seconded by Doug Mack. Motion carried.
* The Privacy and Confidentiality Policy was presented, reviewed and discussed. As this was the final reading, Joe Gilliland made a motion to approve the policy as presented. The motion was seconded by Doug Mack. Motion carried.
* The Assistance Animal Policy was presented, reviewed and discussed. As this was the final reading, Joe Gilliland made a motion to approve the policy as presented. The motion was seconded by Doug Mack. Motion carried.

Other New Business: None

EXECUTIVE SESSION (when needed): None

UPCOMING MEETINGS /EVENTS:

Dec. 17, 2022 - Saturday 1:00 Mrs. Robin Brooks will present a Christmas Reading/Sing Along Event for children. The library and Clay County State Bank will provide treat bags and juice boxes to attendees.

OPEN: None

ADJOURNMENT: The meeting concluded at 7:40 p.m.

Submitted by: Karen Briscoe 12-12-22